

CITY OF BETHLEHEM
INTER-DEPARTMENTAL CORRESPONDENCE

SUBJECT: Request for Approval by City Council of Contract Award or Contract Price Increase Pursuant to City Ordinance, Article 121.05 (a)

Project or Contract Reference: 2024 05 East Broad St Improvements

TO: City Council, all members, and Council Solicitor

FROM: Michael Alkhal, P.E., Director of Public Works & City Engineer

DATE: January 5, 2024

On behalf of the Administration, pursuant to City Ordinances, Article 121.05, I request City Council's approval of the following recommendation of the referenced contract award or price increase.

- Check Type of Contract or Change:

____ The contract is for over \$50,000 and required to be bid under the Third Class City Code. We have advertised the above referenced project and received qualified bids. We recommend award of the contract to the bidder identified and for the reasons stated below.

_____ The recommendation is for a price increase of 10% or more for an existing contract over \$50,000 that was previously bid and awarded under the Third Class City Code.

 X The contract is for the engagement of professional services. We have received a proposal for professional services in connection with above referenced project. We recommend award of the contract to: Traffic Planning and Design, Inc

- Is the contract appropriation or price increase included in this year's budget? X yes ___no
- Identify contract funding sources (general fund, grants, loans, etc.....):

ESCROW	\$30,000	69999-662042
STATE	\$642,750	69999-662042
RDA/CDBG Program	\$344,223	69999-662042

- The name and address of the recommended Professional Service Provider are:
Traffic Planning and Design, Inc
2500 East High St, Suite 650
Pottstown, PA 19464
- Term of contract or estimated completion date, subject to standard extensions: 12/31/2025

- Description of project or scope of services to be provided:


This project is part of the Active Transportation Plan with a goal of creating an improved environment for all modes of travel while observing pedestrian safety. Improvements on East Broad St will be made from Center St to Elm St and will include installation of center islands, curb bump-outs, pedestrian refuge islands at intersections, ADA ramps upgrades, restriping of crosswalks, improving streetscapes, and lighting.

- State the actual or estimated price to the City or the proposed Department budget allowance for the initial term; and state payment rate per unit of service if applicable:

\$93,875.00

- Number of renewal term options and duration of each renewal, if any: N/A
- Maximum dollar value of all renewals provided for beyond the original term as if all renewals were exercised: N/A
- Reasons for recommendation of Administration and Council approval of contract:
Traffic Planning and Design (TPD) completed the Active Transportation plan for Broad St, and has been of great assistance during the grant application process for the E. Broad St. Improvement project. Since TPD was familiar with the scope of the project, the department sourced and received a proposal from TPD to complete the final design for E. Broad St. which was reviewed and found to be reasonable in both scope and fee and is therefore recommended that the contract be awarded to TPD.

Please approve this recommendation by passing the accompanying resolution. A vote of final approval is requested at the first City Council agenda listing of this matter.


By: _____
Director of Public Works & City Engineer

Copies To: Mayor
Director of Administration
Director of Budget and Finance
Law Bureau
Purchasing Bureau
Controller
Project Manager
Deputy Director of Public Works
Attachment: Proposed resolution

RESOLUTION NO. _____

Authorization for Contract or Amendment under Article 121.05(a)

BE IT RESOLVED by the Council of the City of Bethlehem that the Mayor and the Controller and/or such other City officials as deemed appropriate by the City Solicitor, are hereby authorized to execute a Contract or Amendment and such other agreements and documents as are deemed by the City Solicitor to be necessary and/or related thereto, with the following named contractor, for the uses and purposes indicated in the supporting Recommendation of Award of Bid or Contract dated 1/3/2024.

1. Name of Contractor: Traffic Planning and Design, Inc
2. Project or Contract Reference: 2024 05 East Broad Street Improvements

Sponsored by _____

ADOPTED by Council this _____ day of _____, 20____.

President of Council

ATTEST:

City Clerk